



CREATING A VIDEO

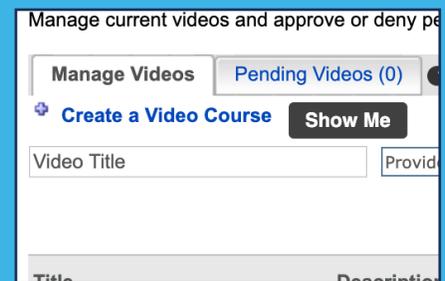
Learning Fundamentals - System Administrator Training

Video Administration can be used to create, copy, edit, and delete video learning object. Administrators can create videos by uploading video files or embedding videos from YouTube.

To access the **Content Uploader**, go to:

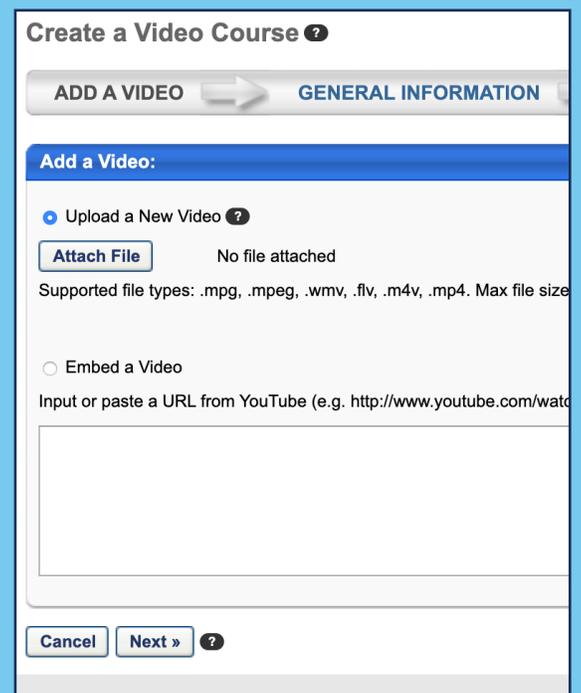
ADMIN > TOOLS > LEARNING > CATALOG MANAGEMENT > VIDEOS

1 Click the **Create a Video Course** link



2 Upload a **New Video**

- a** Select the **Attach File** button
- b** Navigate to and select the appropriate video file
- c** An Uploading pop-up opens to display the **upload progress**





3 Embed a Video

- a Insert a **URL** from YouTube and select the **Embed** button

Add a Video:

Upload a New Video ?

Attach File No file attached

Supported file types: .mpg, .mpeg, .wmv, .flv, .m4v, .mp4

Embed a Video

Input or paste a URL from YouTube (e.g. http://www.you

Cancel **Next >** ?

- 4 On the **General Information** page enter the **Title**, **Description**, **Provider**, and other information.

Title: _____

Provider: **Select Provider** ?

Training Hours: 0 hours 0 minutes

Keywords: _____

Description: _____

- 5 The **Enable Video Preview** option will allow learners to view the video from the Learning Details page.

Enable Video Preview:

Available Languages: **English (US)**

Default Language: English (US)

Credits: _____

- 6 Review the video learning object on the Confirm page and select **Finish**.

Title: Adjustment Guidelines with Custom Formulas

Provider: Development Dimensions International

Training Hours: 0 Hours 0 Min

Keywords:

Description: test

Enable Video Preview: No

Video: _____

When a new video is created, it is added to the Course Catalog, but no availability, evaluations, subjects, skills, or competencies are associated. This information is configured by editing the video in Course Catalog.